

Indiana Optometry Board Licensing Information Sheet

Before completing and submitting your application to our office, please read all materials and information included.

Email Addresses

Please help us to expedite your application. If you have an email address, please include it on the application form. The Indiana Professional Licensing Agency needs to contact and follow-up with applicants. Utilizing mail or the telephone to contact applicants often results in delays. Using email allows us to communicate instantly and in detail.

Jurisprudence Examination

All applicants for licensure as an optometrist, by examination or by endorsement, must pass a written jurisprudence examination. You will be notified, after the approval of your application by the Board, and a copy of the jurisprudence exam will be sent to you.

The jurisprudence examination will cover the optometry statute and rules, optometric legend drug statute and rules, the Health Professions Standards of Practice, and the Access to Health Records, which are contained in the law packet. A score of 75 or above on the examination is passing.

Treatment and Management of Ocular Disease Examination (TMOD) is a Requirement for Licensure

According to 851 IAC 1-1.1-4, all applicants by examination or endorsement who apply for licensure in the state of Indiana must have a passing score in all parts of the National Board Examiners in Optometry examination including the treatment and management of ocular disease examination (TMOD). The TMOD examination, which is administered by the National Board of Examiners in Optometry, is required for all applicants.

If the Applicant Has Not Taken and Passed Part III of the National Board Of Examiners in Optometry (NBEO) Examination

Prior to 1994, if an applicant did not take and pass Part III of the National Board of Examiners in Optometry examination, the applicant is required to provide a statement from the appropriate agency in each state where the applicant has been licensed by examination, holds an active license, and from which the applicant is endorsing, certifying the areas of the examination, type of examination, pass-fail criteria, and the applicant's score in each area of the examination. Applications for applicants that have not taken and passed Part III will require additional review by the Optometry Board.

The applicant who applies for licensure under this section bears the burden of proving the requirements of the state in which the applicant is currently licensed are equivalent to those requirements of the Board. The applicant shall submit documentation to determine whether the requirements of the other state are equivalent to the Board's.

Board Review

After your application is complete with all required documentation it will go to the Board for approval. Please be advised that your application must be complete in order for the Board to review.

The Fair Information Practice Act

In compliance with IC 4-1-6, this agency is notifying you that you must provide the requested information or your application will not be processed. You have the right to challenge, correct, or explain information maintained by this agency. The information you provide will become public record. Your examination scores and grade transcripts are confidential except in circumstances where their release is required by law, in which case you will be notified.

Your Social Security Number is being requested by this state agency in accordance with IC 4-1-8-1. **Disclosure is mandatory, and this record cannot be processed without it.**

Abandoned Applications

An application shall be considered abandoned if the applicant does not complete the requirements for licensure within one (1) year from the date on which the application was filed. An application submitted subsequent to an abandoned application shall be treated as a new application.

Name Change

An official affidavit indicating any legal name change, a notarized copy of a marriage certificate or divorce decree is acceptable if your name differs from that on any of your documents.

National Board of Examiners in Optometry (NBEO)

You may wish to contact the NBEO office prior to submitting your application to verify the fee and procedures for an official score report at:

National Board of Examiners in Optometry
4340 East West Highway, Suite 1010
Bethesda, MD 20814
(301) 652-5192
Toll Free: (800) 969-3926
FAX: (301) 907-0013
WEB PAGE: <http://www.optometry.org/>

Examination Applicant Instructions

APPLICATION

Mail the completed licensure application with all required documents listed below to the Indiana Professional Licensing Agency at the address listed below:

Indiana Optometry Board
Indiana Professional Licensing Agency
402 West Washington Street, Room W072
Indianapolis, Indiana 46204
Phone: (317) 234-8800
Fax: (317) 233-4236
Email: pla14@pla.in.gov

AFFIDAVIT FOR POSITIVE RESPONSE

If you answer “yes” to any of the six (6) background questions on the application, the applicant must explain fully in a signed and notarized affidavit describing the event, including location, date and disposition. If you have a malpractice action, provide name(s) of plaintiff(s). Letters from attorneys or insurance companies are not accepted in lieu of your statement, however they may accompany your affidavit.

FEE INFORMATION

Applicants must submit a two hundred dollar (\$200.00) application fee, made payable to the Indiana Professional Licensing Agency or IPLA. This fee may be submitted by check or money order. We cannot accept payment by credit card. **ALL FEES ARE NON-REFUNDABLE and NON-TRANSFERABLE.**

PHOTOGRAPH

Applicants must submit one (1) acceptable photograph, taken not earlier than one (1) year prior to the date of application. The photograph should be approximately 2 x 3 inches, with a head and shoulders view of the applicant only and can be in black and white or color, of professional quality. No “Polaroid” type photographs, laminated photographs, laminated identification cards or group photographs will be accepted.

OFFICIAL OPTOMETRY TRANSCRIPTS

An official transcript must be sent to us directly from the university from which the applicant obtained his or her degree that shows that the applicant has met all the requirements for graduation. **Transcripts not sent by the school will not be accepted.**

NATIONAL BOARD OF EXAMINERS IN OPTOMETRY SCORE REPORT

Applicants must submit an official score report sent directly from the National Board of Examiners in Optometry (NBEO) showing completion of Parts I, II, III and the treatment and management of ocular disease (TMOD) with passing scores in all subjects.

CPR OR BLS CERTIFICATION

Proof of current certification in basic life support or cardiopulmonary resuscitation given by the American Heart Association, American Red Cross or a provider approved by the board.